



# TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

## **Ad Hoc Design Review Board Minutes**

Thursday, May 4, 2006  
7:00 PM – Conference Room  
Ellington Town Annex

**Members Present:** Michele Beaulieu, Anthony Gallicchio, Ken LaForge and Nancy Way

**Other Present:** Peter Williams,

**I. Call to Order:** Nancy Way called the meeting to order at 7:04.

**II. Citizens Form / Public Comments:** None

### **III Old Business**

1. Approval of meeting minutes of April 6, 2006

Moved (Way) Seconded (Gallicchio) to approve meeting minutes of April 6, 2006 and passed unanimously.

### **IV New Business**

Moved (Gallicchio) Seconded (Way) to add two items to the agenda 2) Design review follow up on 171 West Road – LP Filling Station and 3) Regulations on temporary signs.

#### **Design Reviews:**

- 1) Design Review – 360 Somers Road – Shade Tents

Ken LaForge made notes of the review and will prepare, in writing, the boards recommendations for the Planning and Zoning Commission.  
(Enclosed)

2) Design review follow up on 171 West Road – LP Filling Station  
Ken LaForge made notes of the review and will prepare, in writing, the boards recommendations for the Planning and Zoning Commission. (Enclosed)

3) Regulations on temporary signs

The temporary sign regulations, as they are presently written make it almost impossible to implement any design recommendations by the DRB to the P&Z Commission. Ken LaForge will incorporate the DRB concerns with these signs to the Planning and Zoning Commission in a memo on the subject.

Moved (Beaulieu) Seconded (Dawson) and passed unanimously to adjourn the meeting at 8:10 PM of the Ad Hoc Design Review Board.

Respectfully Submitted,

Peter Williams

**To: Town of Ellington Planning & Zoning Commission**

**From: Ad Hoc Design Review Board**

**Date: May 4, 2006**

**Subject: Shade Tents – Connecticut Parachutists**

At the Thursday, May 4, 2006 meeting, the Ad Hoc Design Review Board reviewed the set of plans for the installation of shade tents for the Connecticut Parachutists.

We offer the following review comments:

1. We suggest, cleanup of past operations, especially near the wetland areas, to bring the overall area up to a more aesthetically pleasing condition.
2. We suggest, that the area currently being used for parking be clearly delineated on the plans and located in the field so as to maintain a sense of order.
3. We suggest that access from the area used for parking to the facility should be monitored so as to maintain the wetland and keep the site in a tidy manner.

**To: Town of Ellington Planning & Zoning Commission**

**From: Ad Hoc Design Review Board**

**Date: May 4, 2006**

**Subject: Portable Propane Dispensing Unit – Lee's Auto Ranch**

At the Thursday, May 4, 2006 meeting, the Ad Hoc Design Review Board reviewed the set of plans for the construction of a Portable Propane Dispensing Station in front of Lee's Auto Ranch.

We offer the following review comments:

1. We suggest, in lieu of the location depicted upon the plans, a more suitable and less prominent location be found for the Portable Propane Dispensing Station toward the back of the building.
2. We suggest, if the proposed location is approved:
  - a. Before the Zoning Permit for the Portable Propane Dispensing Station is issued, all areas of handicap accessible, employee and customer parking areas and access driveways be cleared of items for sale. This will greatly cleanup the visual aesthetics of the site and help to produce a more pleasing design as was originally approved.
  - b. Plantings should be added on the street side of the tank location to block and reduce the industrial look of this area from the street.
  - c. The signage for the new Portable Propane Dispensing Station installation should be only as required by safety laws , with no additional promotional signage allowed over and above that which is allowed by the zoning regulations. This would include portable or temporary type signs in parking, display and lawn areas.